

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1794**

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**Field Office Distribution** All directives are sent to BBS for State Offices and KCMO to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

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**National Office Distribution** Notices are available on Internet. Handbooks are printed and distributed to the National Office.

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**Directives on Internet** Notices are available on Internet at [www.fsa.usda.gov/dam/forms/notices.asp](http://www.fsa.usda.gov/dam/forms/notices.asp).

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**Temporary Directives** Temporary directives issued since the last weekly checklist are listed in this table.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
BU-574 4-26-00	New Reports for Non-Federal County Office Administrative Expenses on the Data Warehouse Website	State Offices
CN-911 4-20-00	Retrieving Cotton Online Processing System (COPS) E-Mail Messages Through BBS and Netscape Communicator	Cotton State and County Offices
FI-2428 4-19-00	Mandatory Use of the Government Provided Travel Charge Card (Travel Card)	All FSA Employees
LP-1731 4-21-00	National Price Support Training Meeting	State and County Offices
PM-2178 4-19-00	Evaluating the RMA Flexiplace Pilot Program	RMA Field Office Employees
PS-350 4-20-00	APSS Modifications Included in County Release No. 431	State and County Offices
PS-351 4-21-00	Vacancy Announcement No. FO-FSA-141 Agricultural Program Specialist (GS-1145-07/09/11/12) in PSD, User Requirements Branch (URB)	State and County Offices

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**Permanent  
Directives**

Permanent directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
1-DAP Amend. 35 4-24-00	Disaster Assistance Programs	State and County Offices

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**Procedure  
Notices**

Procedure notices issued since the last weekly checklist are listed in this table.

PN Issue No.	Date	For
PN Issue No. 92	4-19-00	State and County Offices

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**Obsolete  
Directives**

None

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**USDA/FSA**

Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directives	File Code <u>1/</u>	Remarks
FAS	970	04-19-00	Request for Hardware and Software	FAS0970.PDF	nofile.htm	RPL/PDF	Sheet	Y	FAS/W	N/A	N/A	This form was revised and uploaded to the BBS on 4-26-00. Destroy old stock.
FAS	979	04-88	Outgoing Faxcom Log	nofile.htm	nofile.htm	FFH	Sheet	N	FAS/F	FASN 864	N/A	This form is obsolete. Destroy all stock.
FAS	980	04-88	Incoming Faxcom Log	nofile.htm	nofile.htm	FFH	Sheet	N	FAS/F	FASN 864	N/A	This form is obsolete. Destroy all stock.
FAS	1006	05-91	Enhancement Delivery Task Description	nofile.htm	nofile.htm	Orig. Div.	Sheet	N	ISMD	N/A	N/A	This form is obsolete. Destroy all stock. This form was replaced by FAS-1007.
FAS	1007	04-10-00	Maintenance Delivery Task Description	FAS1007.PDF	nofile.htm	RPL/PDF	Sheet	Y	ISMD	N/A	N/A	This form was revised and uploaded to the BBS on 4-20-00. Destroy old stock. This form replaced FAS-1006, "Enhancement Delivery Task Description."
FFAS	13	04-19-00	Metropolitan Transit Promotion Program Metrochek Application	FFAS0013.PDF	nofile.htm	RPL/PDF	MP/2 Head to Foot	Y	FSA, RMA in WDC only	Notice AS-2005	N/A	This form was revised and uploaded to the BBS on 4-21-00. Destroy old stock.
FSA	611	04-19-00	Cross Cultural Exchange Program (CCEP) Application	FSA0611.PDF	nofile.htm	RPL/PDF	MP/2 Head to Head	Y	FSA headquarters	Notice PM-2177	N/A	This form is new; it was uploaded to the BBS on 4-21-00.

**NOTE:** Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

**NOTE:** NOFILE.HTM indicates that there is no electronic file available.

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USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directives	File Code <u>1/</u>	Remarks
FSA	Unnumbered 50	N/A	Fellows Program Application	FELLPRO.PDF	nofile.htm	RPL/PDF	MP/2 Head to Head	Y	FSA Employees (Except Non-Federal County Office Employees)	Notice PM-2176	N/A	This form is new; it was uploaded to the BBS on 4-26-00.
KC	246	04-20-00	Lost, Stolen, Destroyed or Voided Checks Field Office Message	nofile.htm	KC0246.WPD	RPL/WP	NCR Pad/ 100	N	FOD-COAB	N/A	N/A	Revised form; destroy old stock dated 10-27-95. WordPerfect file uploaded to the BBS on 4-20-00.
MISC	RMA Unnumbered 01	04-21-00	RMA Field Pilot Flexiplace Evaluation	SURVEY2.PDF	nofile.htm	RPL/PDF	MP/3 Single Sheets	Y	RMA Field Offices except KC	Notice PM-2178	N/A	This form is new; it was uploaded to the FSA BBS/Internet on 4-21-00. Also available from the DC FFAS Intranet. See Notice PM-2178.
MQ	72-2	07-31-98	Report of Tobacco Non-Auction Purchase	nofile.htm	nofile.htm	KC	Set/4	N	Counties	12-TB, 13-TB, 1-TB(SCOAP), 9-TB(SCOAP), 10-TB(SCOAP)	N/A	This form was reprinted to replenished stock at the "Stocked By" location. Tentative delivery date is 6-05-00. Back orders will be filled automatically. Only order if needed.

**NOTE:** Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

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